

COMPLAINT NOTIFICATION FORM

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Revision No	01
Date of issue	15.11.2013
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Complainant Information:

- Service quality problems (coverage, product and application quality, term etc.)
- Risk statement regarding loss of life or occupational health and safety
- Property damage notification
- Complaints about employee behavior (lack of knowledge of staff, failure to fulfill commitments)
- Other

Detail information of the complainant

Name/organization :
 Address :
 Phone Number :
 Fax Number :
 E-mail :
 Information of the complainant's agent :
 Contact person (if different from above) :

Product / Service description:

Problem encountered:

Date of Incident:

Description:

Is a correction requested?

Yes No

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Attachments (if any)

List of documents in the annex

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Date Signature